

**CEMETERY BOARD  
MEETING MINUTES  
August 11, 2015**

**PRESENT:** Ed Greenfield, Clyde Rupnow, Francis Groh (*Via GoToMeeting*), Patricia Grathen (*via GoToMeeting*)

**STAFF:** Brittany Lewin, Executive Director; Kelly Williams, Bureau Assistant and other Department Staff.

**CALL TO ORDER**

Clyde Rupnow, called the meeting to order at 9:34 a.m. A quorum of four (4) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Patricia Grathen moved, seconded by Ed Greenfield, to approve the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF JUNE 24, 2015**

**MOTION:** Patricia Grathen moved, seconded by Francis Groh, to approve the Minutes of June 24, 2015 as published. Motion carried unanimously.

**CONVENE TO CLOSED SESSION**

**MOTION:** Francis Groh moved seconded by Patricia Grathen, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Clyde Rupnow read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Ed Greenfield-yes, Clyde Rupnow-yes; Francis Groh-yes; Patricia Grathen-yes. Motion carried unanimously.

The Board convened into Closed Session at 9:44 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Patricia Grathen moved, seconded by Francis Groh, to reconvene in open session. Motion carried unanimously.

The Board reconvened into open session at 10:01 a.m.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,  
IF VOTING IS APPROPRIATE**

**MOTION:** Ed Greenfield moved, seconded by Patricia Grathen, to reaffirm all motions made in closed session. Motion carried unanimously.

**CASE CLOSINGS**

**MOTION:** Ed Greenfield moved, seconded by Francis Groh, to close DLSC case number **14 RLC 003 for Prosecutorial Discretion (P2)**. Motion carried unanimously.

**CHANGE OF TRUSTEE OF A CARE FUND OR A PRENEED TRUST FUND  
REQUESTS**

**MOTION:** Ed Greenfield moved, seconded by Francis Groh to approve the application for change of trustee of a care fund or a preneed trust fund submitted by Wisconsin Cemeteries Holdings, LLC and Nashotah Granite Holdings LLC once the applications are complete and all legal requirements are met. Motion carried unanimously.

**MOTION:** Ed Greenfield moved, seconded by Francis Groh to appoint the Chair to review and approve the transfer of care funds and preneed trust funds for Wisconsin Cemeteries Holdings, LLC and Nashotah Granite Holdings, LLC according to the information provided on the application forms once all requirements are met. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Patricia Grathen moved, seconded by Francis Groh, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:03 a.m.